



HOSTING AN ABKC SANCTIONED SHOW

American Bully Kennel Club
Shows & Events
PO Box 2677
Spotsylvania, VA 22553
www.theabkcdogs.org

Thank you for your interest in hosting an American Bully Kennel Club (ABKC) sanctioned show. This packet includes all pertinent information, application to host an event and the rules & regulations needed to become a show host. Please read carefully, since there is a lot involved in hosting a show.

As seen in 2012 hosting ABKC shows have become a big interest amongst the public. With the increasing number of shows the ABKC is determined to maintain its high standards of the way shows are hosted. Please use this information as a guide and take time out to consider all of these things before deciding to host an ABKC show. The following packet includes some general information on materials, work and thoughts that go into hosting an ABKC show. It also includes the application to host a show and the rules & regulations that must be followed.

There is always something new to be learned with every show attended and every show hosted. It is very fun yet can be exhausting and expensive at the same time! It takes a lot of hard work, time, dedication and it is a team effort! Not just one person gets the credit, "There is no "I" in "Team!". Always remember, hosting shows is a passion and you should love to do so for the Bully Community and the love of the Bully Breed!

The ABKC Representatives and Judges the show host hires for their show will not run the show for the host. The ABKC Representative's primary responsibility is to answer any questions the show host or patrons may have, along with ring stewarding to document the wins as well as take the final paperwork (called judges books) and entry forms home at the end of the day in order to complete the final results that will be turned in to the ABKC office within 5 days. The ABKC Judge's primary responsibility is to be the judge of the dogs for your show and answer any questions the show host or patrons may have. This means, the show host will have to take responsibility in either being a part of or hiring others to help with registration; the ABKC Representative will help guide these individuals.

Hosting an ABKC show also requires a lot of money out-of-pocket to purchase everything needed prior to hosting the event. The average BBQ usually costs a few thousand dollars and the inside expos/shows costs a lot more. Just to rent an inside building for an expo/show can be tens of thousands of dollars. This includes everything from materials and fees that have to be paid out-of-pocket for your show to get started. Also understand that these amounts may not always be returned to your pockets. You have to be willing to take a loss sometimes. Although hosting an ABKC show has business qualities, hosting an ABKC show should be a passion and hobby. ABKC show hosts should enjoy hosting shows and do it for the Bully Breed and as a way to give back to the Bully Community.

Basically, the best advice anyone can give a team that would like to host an ABKC show, is to go to a show without distraction. Sit back, take notes and watch how the show is run. (Take notes on: What it takes, how it works, what you need, etc.)



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GENERAL INFORMATION

The following are things to look for and to be aware of before you decide to host a show; this can be used as a general checklist:

- Do you have a location in mind?
- Contact that location to understand how much it costs and what dates are available and if they will allow you to host your event there.
- If the show is inside, is there enough space? (For an inside event, it is recommended to have at least 60,000 square feet give or take)
- Do you have an insurance provider for event insurance?
- Are you going to have a vendor serving alcohol or allow patrons to bring their own? Does the location permit alcohol? Does your insurance also note this?
- Do you need a food vendor or how will you provide food for your patrons?
- Do your vendors need to be covered under your insurance plan or do they have their own?
- If the show is outside, are there enough covered areas in case the weather does not permit? Do you have an alternate dated in case of rain and will you include a "rain date" on your insurance plan you purchase?
- If the show is outside, are there bathrooms or will you need to rent port-o-johns?
- How many breeds are you going to have? Are you going to offer Jr. Handler or Save-A-Bully?
- How many shows are you going to have?
- How many classes are there total?
- How many ribbons do you need? (The ABKC Rep that you hire can help you out with that once you know what exactly you will be offering at your show)
- How many judges and reps do you need to hire and who will you hire?
- You may need to pay up-front for the hotel, air fare, gas, etc. for the judges and reps you hire.
- Are you going to need a cleanup crew? - *Highly recommended.*
- Are you going to need someone to take entrance fees/parking fees?
- You must have at least 2 people willing to learn how to and do show entry registration at your show. (The ABKC Rep that you hire will not do this for you, but will be at the table to help guide these people)
- Purchase something to create armbands (i.e. index cards). You will also need rubber bands, pens, show entry forms, programs (recommended), signs, tables, chairs, etc. All the materials it takes to run registration and make the show run smoothly.
- Do you need to find a company that provides and sets up booths (pipe & drape), tables, chairs (if needed for an inside event)



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The following will be some upfront out-of-pocket costs to consider:

- ABKC Show hosting fees (\$100/show, \$50 each show additional show)
- Location fees (varies by venue)
- Insurance/Additional Insurer's on the Insurance and Certificate Holder (include a rain date - if necessary)
- Retaining a lawyer for your kennel/business to answer any legal questions you may have (optional, but recommended)
- Ribbons/Trophies (Ribbons must be blue, red & yellow for first, second & third; others can be color of your choice, trophies are optional)
- Renting or purchasing tables and chairs and/or pipe and drape
- Judge and Rep fees (air fare, gas, rental car, food, hotel stay, etc.)
- Pooper scoopers, buckets, trash bags, paper towels, mops, etc.
- All materials to run registration - index cards or something to create an armband, rubber bands, pens, tables, chairs, signs, copies of the entry forms, copies of forms if you create your own program of how things will run to help people understand, etc.
- Clean-up crew - optional but highly recommended
- Megaphones or a PA system
- DJ - optional
- Activities for children - optional

This is just a general summary of what is involved in hosting a show, there is so much more that is involved or that you may come across and you may want to add or change to your event.

Once you have everything figured out and ready, including who is going to rep and judge your show (which you can also find on the ABKC site under Judges and Reps) you must now complete the *Application to Host a Show* and send it back along with all the other necessary paperwork (including but not limited to judge/rep agreements, insurance certificate, all applicable fees, signed host agreement) to host a show in order to get your show approved. Once approved you will receive an email from the ABKC stating your show was approved.

If your show is NOT posted you should contact abkcoffice@gmail.com.

Shows will not be approved and posted until all applicable fees are paid and the entire application and necessary additional documents are received in the office.

In conclusion, if you plan to host an ABKC show, think about all of these things, organize your thoughts and plan a great show! It basically takes four things to host a great show: time, patience, passion and your own money! Good luck in your future endeavors and we hope this helped!